



# TEXAS FUNERAL SERVICE COMMISSION

## Commission Meeting

**February 22, 2022 \* 9:00 am**

**Hobby Building 333 Guadalupe, Room 3-100, Austin, Texas 78701**

Mission of the Texas Funeral Service Commission:

*To protect the public from deceptive practices in the funeral and death care industry through a process of impartial enforcement, inspection, licensing and education in order to guarantee every citizen's final disposition is conducted professionally and ethically.*

The meeting of the Texas Funeral Service Commission will be held in person at the physical location above. If you are not feeling well or were possibly exposed to COVID-19, please stay home.

The Texas Funeral Service Commission may discuss and/or take action on any of the following items. The Commission may meet in closed session on any item listed below, as authorized by the Open Meetings Act, Texas Government Code Chapter 551.

- I. Call to Order
- II. Roll Call
- III. Establishment of a Quorum
- IV. Excuse Absent Board Members
- V. Invocation\*
- VI. Pledge of Allegiance
- VII. Reading of the Mission Statement
- VIII. Public Comment
- IX. October 27, 2021 and November 19, 2021 Commission Meeting Minutes
- X. Financial Report – FY 2022 1<sup>st</sup> Quarter Budget Report
- XI. FY 2022 Operational Budget Submitted to LBB and Governor's Office
- XII. Non-Financial Data Report Submitted to LBB and Governor's Office
- XIII. Compliance Report – FY 2022 1<sup>st</sup> Quarter Performance Measures Report
- XIV. Legal Report – FY 2022 1<sup>st</sup> Quarter Report
  - a. Agreed Orders Entered
  - b. Letters of Warning Issued

- c. Probated Licenses through Agreed Order
  - d. Administrative Penalties Referred to OAG/Collections
- XV. Executive Director's Report
  - a. Approvals granted under 22 Tex. Admin. Code §203.16 - Consequences of Criminal Conviction
  - b. Office Personnel Updates
  - c. Return to Office Update
  - d. Relocation Project to 1801 Congress Avenue, Austin, Texas 78701
  - e. Office Calendar
    - i. Wednesday, January 19<sup>th</sup> Confederate Heroes' Day - Skeleton Crew Day
    - ii. Monday, February 21<sup>st</sup> Presidents' Day – Office Closed
    - iii. Wednesday, March 2<sup>nd</sup> Texas Independence Day – Skeleton Crew Day
    - iv. Friday, April 15<sup>th</sup> Good Friday – Optional Holiday
    - v. Thursday, April 21<sup>st</sup> San Jacinto Day – Skeleton Crew Day
  - f. Governor's Executive Development Program Participation
  - g. Continuing Education Course Provider Approvals
- XVI. Proposed rule changes to 22 Texas Administrative Code chapter 205 Crematories
- XVII. Proposed rule changes to 22 Texas Administrative Code chapter 203 Licensing and Enforcement – Specific Substantive Rules, Subchapter A, Licensing
- XVIII. Consideration of Changes to Texas Occupations Code Chapter 651
- XIX. Discussion of and possible approval of the Executive Director and Agency Travel Policy
  - a. Request for Travel Approval
    - i. International Conference of Funeral Service Examining Boards – February 23 – 24, 2022 Houston, Texas
    - ii. International Cemetery, Crematory and Funeral Association Convention – March 22-23, 2022 Las Vegas, Nevada
    - iii. American Board of Funeral Service Education – April 2022 Dallas, Texas
    - iv. Texas Funeral Directors Association Annual Convention – June 2022 Galveston, Texas
- XX. Personnel matters relating to the evaluation, and duties of the Executive Director.

- XXI. Future Stakeholders Meetings
- a. January 20, 2022
  - b. February 17, 2022
  - c. March 24, 2022
  - d. April 21, 2022
  - e. May 26, 2022
  - f. June 30, 2022
- XXII. Future Texas Funeral Service Commission Meetings at Hobby Building 333 Guadalupe, Austin, Texas 78701 in Room 3-100
- a. April 19, 2022
  - b. July 19, 2022
- XXIII. Issues or Topics for Consideration at Future Texas Funeral Service Commission Meetings
- XXIV. Adjourn

*Persons with Disabilities who plan to attend a Commission Meeting who need assistance should contact Glenn Bower at 512-936-2474 or by email [info@tfsc.texas.gov](mailto:info@tfsc.texas.gov) several days prior to the meeting so arrangements may be made.*

*\*Any invocation that may be offered shall be the voluntary offering of a private citizen, to and for the benefit of the Commission. The views or beliefs expressed by the invocation speaker have not been previously reviewed or approved by the Commission and do not necessarily represent the religious beliefs or views of the Commission in part or as a whole. No member of the community is required to attend or participate in the invocation and such decision will have no impact on their right to participate actively in the business of the Commission. Copies of the policy governing invocations and setting forth the procedure to have a volunteer deliver an invocation are available upon written request submitted to the Commission.*